

The regular meeting of the Town of Cape Vincent Planning Board was held on December 9, 2015, at Recreation Park. The Chair, Robert Brown, opened the meeting at 7 p.m. with the Pledge of Allegiance.

Board Members Present: Robert Brown, Chair  
Rockne Burns  
Paul Docteur  
Allen Walker, Alternate

Board Members Excused: Cyril Cullen  
Richard Macsherry  
Karen Bourcy, Alternate

There were five visitors.

**Privilege of the Floor:** None

**Approval of Minutes:** Board members on a motion by Mr. Brown and seconded by Mr. Docteur approved, as written, the minutes of the November 11, 2015, meeting (4-0). Board members on a motion by Mr. Docteur and seconded by Mr. Walker approved, as written, the minutes of the special meeting held on November 24, 2015. (4-0).

**Old Business:**

**Lot-Line Adjustment for Hanson/Dausman** – The Chair informed board members that the application for a lot-line adjustment was signed by both parties and will be filed. No further action is necessary by the board.

**New Business:**

- **Estate of Maud McGrath – Minor Subdivision:** The application for a minor subdivision submitted by Nancy Belick, Executrix, for the Estate of Maud McGrath was reviewed. The minor subdivision is for four parcels: 73.02 acres, 62.93 acres, 29.5 acres, and 24 acres from an 189.45-acre parcel at 4135 Bedford Corners Road, Cape Vincent, Tax Map #59.00-1-22. Board members reviewed the application and the map for the subdivision. The Chair accepted the paperwork and scheduled a public hearing for 7 p.m. on January 13, 2016.
- **Mickey F. Reff – Minor Subdivision:** The board reviewed the application for a minor subdivision submitted by Mickey Reff at 31471 Burnt Rock Road, Cape Vincent. The application is incomplete and board members had questions for Mr. Reff on his SEQR form. The Chair will advise Mr. Reff.
- **White Farms LLC – Minor Subdivision:** Mr. Michael Battista, PLS, spoke on behalf of his client Robert White for White Farms LLC. The application and map for a minor subdivision for one, 1.04-acre lot from a 134.9-acre parcel was reviewed by board members. In the course of their review and discussion regarding setbacks for the proposed parcel, it was determined that the application needed an area variance from the ZBA before going forward with the subdivision. The Chair advised Mr. Battista to contact the ZBA Chair, Dennis Faulkham to discuss the process for a variance.
- **Sharon E. Connell – Minor Subdivision Approved July 11, 2012:** Mr. Michael Battista spoke on behalf of his client, Sharon Connell. He shared with board members that Ms. Connell was granted approval for a minor subdivision of property (6.15-acre lot) at 34748 CO RT 4, Cape Vincent, Tax Parcel #41.00-1-9 in July 2012 but never filed the survey map or deed with the County. The board discussed the situation. On a motion by Mr. Docteur and

seconded by Mr. Burns, the board voted in favor (4-0) to allow Mr. Battista to review the current survey map and update it if necessary. After his review, he will date it with a current date beneath the survey dates on the map with the dates of May 10-26, 2009, and June 2, 2012. His client could then file the survey map and deed with the County.

**Items for Information/Discussion:**

- **Terms of Office:** The Chair shared that Planning Board member Richard Macsherry and ZBA board member David Docteur terms are up at the end of December. A notice has been posted for anyone interested in serving on either board. Both Mr. Macsherry and Mr. Docteur have expressed interest in continuing to serve on their respective boards.
- **NYS Mesonet System:** Information was given to board members on the installation of a weather station on a tower at 2066 Deerlick Road, Cape Vincent. The Chair shared that the ZBA will begin to review and discuss the proposed project through a Special Use Permit at their January meeting. If the ZBA issues a Special Use Permit, the application will then come before the Planning Board for their review.
- **Old Paperwork:** Mr. Docteur inquired as what to do with old copies of minutes, agendas, applications, etc. that he has received at Planning Board meetings. Since all of the official minutes are kept at the Town Offices and a file is kept on all applications and paperwork pertaining to the Planning Board, board members can destroy old paperwork/materials.
- **Filing By Tax Parcel #s:** The Chair shared that Planning Board files are filed by tax parcel number. With this filing procedure, all information and the history related to a piece of property will be contained in one file for future reference.
- **Towns and Topics:** a magazine for town officials is received by the Chair. It is free and anyone interested in reading or getting their own copy can advise the Chair.

**Next Meeting:** January 13, 2016

**Adjournment:** At 7:50 p.m., with no other business, the meeting was adjourned on a motion by Mr. Docteur and seconded by Mr. Brown and carried; all voting aye.

Respectfully submitted,

Kathleen M. Pierce  
Planning Board Secretary